



**TOWN OF EAST FISHKILL
BUILDING AND ZONING DEPARTMENT**

330 Route 376, Hopewell Junction, NY 12533
(845) 221-2427 Fax (845) 227-4018
<http://www.eastfishkillny.org>

OIL TANK APPLICATION REQUIREMENTS

- ☐ Application completely filled out.
- ☐ Completed tank location survey (see sample attached).
- ☐ Completed tank check list.
- ☐ Copy of liability insurance and worker's compensation for all companies doing work.
- ☐ Fee: Cash/Check made out to: Town of East Fishkill
Residential: PLEASE SEE FEE SHEET ATTACHED TO THE PERMIT APPLICATION
Commercial: PLEASE SEE FEE SHEET ATTACHED TO THE PERMIT APPLICATION

Upon completion of removal:

If tank has been removed/abandoned by a tank removal company: A certified letter stating that the work is complete and meets NYS code must be sent by the oil tank removal company to the East Fishkill Building Department in addition to the final inspection required by this office. **WHEN SCHEDULING THE ABANDONMENT/REMOVAL FINAL INSPECTION YOU MUST BE READY FOR THAT INSPECTION BY 11:00 AM ON THE DATE IT IS SCHEDULED FOR. THE INSPECTOR WILL COME OUT TO INSPECT BETWEEN 11:00 AM & 12:30 PM.**

If you, as homeowner, perform the removal/abandonment: You must schedule a final inspection with the East Fishkill Building Department. If you employ sub-contractors, you must ensure that all sub-contractors have valid workman's compensation insurance. Please call this office at least 48 hours to schedule required inspections by the Building Department. Please ensure that your site is ready when you schedule an inspection – an additional charge will apply if an inspector has to be rescheduled due to the site not being ready at the time of inspection.



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OIL INSTALL / REMOVE OR ABANDON PERMIT

Tank Location Survey

Existing Oil Tank (to be removed) Location:

Check all that apply:

Exterior: _____ Interior: _____ Rear: _____ Side: _____ Front: _____ Under Deck: _____

Driveway: _____ Enclosed: _____ Garage: _____

Other (explain): _____

Proposed New Oil Tank (to be installed) Location:

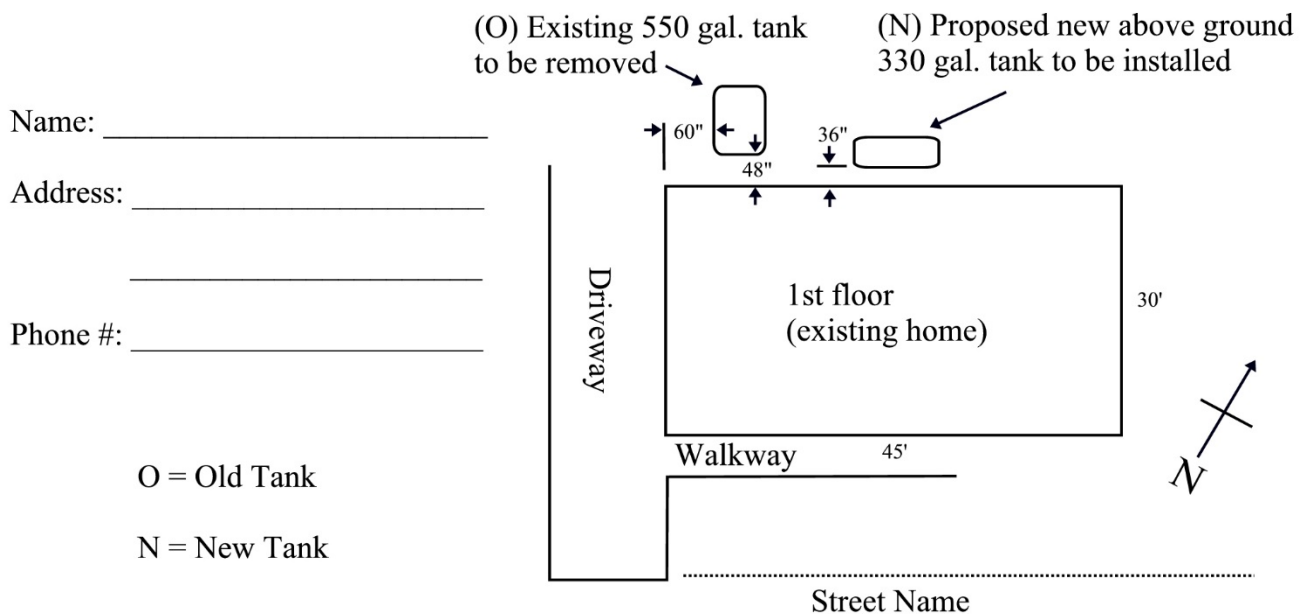
Check all that apply:

Exterior: _____ Interior: _____ Rear: _____ Side: _____ Front: _____ Under Deck: _____

Driveway: _____ Enclosed: _____ Garage: _____

Other (explain): _____

**Oil Tank Survey Drawing
(sample)**



Tank Check List

INSTALL COMPANY INFORMATION:

NAME: _____

ADDRESS: _____

PHONE #: _____

CONTACT PERSON: _____

TANK INSTALL LOCATION: _____

REMOVE/ABANDON COMPANY INFORMATION:

NAME: _____

ADDRESS: _____

PHONE #: _____

CONTACT PERSON: _____

TANK ABANDON/REMOVE LOCATION: _____

****SKETCH OF LOCATION AND TANK INFORMATION TO BE PROVIDED.**

Existing Tank Information: Number of tanks to abandon/remove: _____

Tank Contents: Heating Oil: _____ Diesel Fuel: _____ Kerosene: _____ Other: _____

Tank Size(s): 275 gal. _____ 330 gal. _____ 550 gal. _____ 1,000 gal. _____ Other: _____

Description of Tank Location: _____

(E.g. three feet from rear of home near left corner, five feet in from edge of driveway)

Method of Abandonment: Foam: _____ Sand: _____ Slurry: _____ Removal: _____

New Tank Information: Number of tanks to install: _____

Tank Contents: Heating Oil: _____ Diesel Fuel: _____ Kerosene: _____ Other: _____

Tank Size(s): 275 gal. _____ 330 gal. _____ 550 gal. _____ 1,000 gal. _____ Other: _____

Description of Tank Location: _____

Tank Material: _____

Are collision poles (bollards) required?: _____ (garage installation)



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OIL TANK INSPECTION SCHEDULE

You are required to schedule all inspections as indicated below with the Building Department during regular working hours and with a minimum of 48 hours' notice.

- ☐ Tank removed/cut opened and cleaned.
- ☐ Hole where buried tank was prior to being filled.
- ☐ Fill and vent for old tank removed or filled with concrete.
- ☐ Tank abandoned in ground filled with inert solid material.
- ☐ New tank to have pressure test prior to hook up.
- ☐ New tank installed and hooked up with shutoff valves.
- ☐ New fill and vent piping installed as per NYS Code and minimum of 2 feet from any opening.
- ☐ Soil report from lab for all tank abandonments. Tank removals may require report.

****** APPROVED COPY OF BUILDING PLANS MUST BE ON-SITE WHEN WE MAKE AN INSPECTION ******